

Westfall Local School District LPDC

Here's what you need to know so you can renew:

- ❖ Be aware of the guidelines, especially pages 2 (*Beginning with the 2003-2004 School Year*) & 3 (*Standards.*)

- ❖ Make sure you are keeping current with the necessary activities; which will earn you the proper number of hours for your renewal.

- ❖ Collect and keep the *official* documentation of those hours, so you have them to turn in when it is time to apply for your renewal.
(The LPDC will review this documentation and compare it to your current IPDP five-year plan in order to make sure you completed the appropriate activities toward your renewal.)

- ❖ You can start applying for renewal in January.

- ❖ Once you receive your new license, you will need to file a new IPDP five-year plan within 45 days.